

**TOWN OF ST. LEO**  
**REGULAR COMMISSION MEETING**  
**August 08, 2011**  
**7:00 PM**

**OPENING.**  
**INVOCATION AND**

**PLEDGE OF ALLEGIANCE** – William Hamilton

**ROLL CALL** Donna DeWitt, O.S.B. – Mayor ProTem  
Richard Christmas – Commissioner  
William E. Hamilton – Mayor  
Jack Gardner - Commissioner  
Robert Courtney – Commissioner (arrived late)

**STAFF** Patricia Petruff, Town Attorney  
Joan Miller, Town Clerk

**GUESTS** Brother James Hallett, O.S.B.  
James Adcock –TECO  
Deputy Day -PCSO

**MINUTES**

**MOTION: TO APPROVE THE MINUTES OF JULY 11, 2011.**

**MOTION BY:** Commissioner Christmas

**SECOND:** Commissioner Gardner

Discussion.

**VOTE:** Unanimous for approval – Adopted 4/0

Commissioner Courtney arrived

**EXPENSES AND BUDGET REVIEW**

**MOTION: TO ACCEPT FINANCIAL REPORT DATED AUGUST 08, 2011.**

**MOTION BY:** Commissioner Christmas

**SECOND:** Commissioner Gardner

Discussion.

**VOTE:** Unanimous for approval – Adopted 5/0

**MAYOR'S REPORT**

Ordinance 11-03 First Reading

**AN ORDINANCE OF THE TOWN OF ST. LEO, FLORIDA,  
AMENDING CHAPTER 18 OF THE TOWN OF ST. LEO CODE OF  
ORDINANCES BY DELETING ARTICLE VI, SECTIONS 18-161  
AND 18-162; PROVIDING FOR FINDINGS OF FACT;  
PROVIDING FOR SEVERBILTY AND PROVIDING FOR AN  
EFFECTIVE DATE.**

Discussion.

**COMMISSION REPORT** - none

**PLANNER REPORT**

Resolutions 11-08 AND 11-09 are not ready for review. Ms Wilhite and Mr. Gould are still working on the wording of certain parts of the resolutions. If consensus cannot be reached by Wilhite & Gould, then the Town Attorney and Planner will complete the documents for execution.

**Site Plan Review SPR # 11-E Saint Leo University Admissions/Security Building and PUD Minor Modification #3.**

Planner Norsoph's staff report regarding this site plan review was discussed. The increase of square footage on this modification does not meet the criteria for a major modification. The Town Planner recommends approval.

**MOTION: TO APPROVE RESOLUTION 11-10 PERTAINING TO SPR #11-E, SAINT LEO UNIVERSITY ADMISSIONS/SECURITY BUILDING AND MINOR MODIFICATION #3, WITH CONDITIONS AS STATED.**

**MOTION BY:** Commissioner Christmas

**SECOND BY:** Commissioner Gardner

Discussion.

**VOTE:** Unanimous for approval – Adopted 5/0

**Christmas Drive Boundary Survey**

A draft boundary survey, completed by DC Johnson, was reviewed. This survey describes the area of Christmas Drive that can be claimed by maintenance, giving clear title to the Town. Once approved, this survey will be filed with Pasco County.

Discussion. Attorney Petruff was directed to speak to the surveyor to obtain information about the north area of Christmas Drive where it meets Dunne Road, particularly the arc of the right of way at Dunne Road.

**Interlocal Agreement Mutual Aid Agreement**

**Interlocal Agreement Between The City Of Dade City, City Of San Antonio, Town Of St. Leo And City Of Zephyrhills, Florida For Mutual Aid For Utilities Related Services.**

A couple of minor changes were made by the City of San Antonio to the original document. Attorney Petruff reviewed the changes and recommended that the commission accept the revised document.

**MOTION: TO AUTHORIZE MAYOR HAMILTON TO SIGN THE  
INTERLOCAL AGREEMENT WITH THE MINOR CHANGES.**

**MOTION BY:** Commissioner Gardner

**SECOND BY:** Commissioner Courtney

Discussion.

**VOTE:** Unanimous for Resolution – 5/0 Adopted

**CLERK’S REPORT**

**Line Item Budget**

The purpose of the discussion is to more clearly identify any questions that the commissioners may have regarding line item amounts. It was identified that numbers in the area of “administration” needed revising. Keeping an amount as a restricted line item for large projects vs. omitting was also discussed.

**OLD BUSINESS**

**Town Hall Sign** The new sign has to be placed in a different area than the original sign to be in compliance with the Town Code and be visible from SR 52. The new site is marked by traffic cones.

**NEW BUSINESS**

Commissioner Courtney reported that the Angelo Landfill was being reconsidered by FDEP. The Town Attorney will provide links to any public records pertaining to current landfill issues.

**ADJOURNMENT**

**MOTION: TO ADJOURN MEETING AT 8:17 P.M.**

**MOTION BY:** Commissioner Christmas

**SECOND BY:** Commissioner DeWitt

**VOTE:** Unanimous for Resolution – 5/0 Adopted

Respectfully,  
Joan Miller, C.M.C.